



ARIZONA DEPARTMENT OF COMMERCE APPRENTICESHIP DIVISION

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WHAT IS AN APPRENTICESHIP?

It's a job! Registered apprenticeship is a training method that combines supervised, full-time, structured on-the-job learning with related classroom instruction. It's sponsored by employers or labor/management groups who have the ability to hire and train in a work environment. What distinguishes registered apprenticeship from other approaches are such fundamental qualities as: the written agreement, the skills acquired, the value attached to credentials earned, curricula content that is defined by the workplace, wage requirements, and the tacit social contract that exists between program sponsors and their participants.

WHAT IS AN APPRENTICE?

An apprentice is a worker who learns a craft through planned, supervised On-the-Job-Learning (OJL) in conjunction with receiving planned, related technical instruction in a classroom setting.

They are taught the proper use, care and safe handling of tools and equipment used in their work.
Apprentices are a full-time, paid part of the workforce.

Apprentices are required to pursue a course of study or enroll in classroom instruction in subjects related to the trade to compliment their on-the-job learning.

Apprenticeship is no snap!! If someone is looking for a soft touch, apprenticeship isn't it. It demands hard work and has tough competition. An apprentice must have the will to see the program through. It takes ambition. It takes drive. It takes courage. It takes patience.

HOW APPRENTICESHIP PROGRAMS OPERATE

Registered Apprenticeship combines on the job learning with related and supplemental instructions at school or through correspondence courses. Each program operates under a set of apprenticeship standards, selection procedures and classroom course guidelines. These standards are approved and registered with the Arizona Department of Commerce, Apprenticeship Office.

OPENINGS

Individuals can pursue apprenticeship openings when they meet the minimum qualifications and the industry accepts applications of their program. All applications must be made in person. Applicants are evaluated and placed on a waiting list in sequence. **The program sponsor determines final selection of applicants.** Selection interviews are held periodically, depending on the current need for Apprentices. The best way for a person to enter and serve an apprenticeship is under the terms of a written agreement, which ensures proper registration. Upon completion of a registered apprenticeship, you will receive a certificate that is recognized in all 50 states.

CLASSROOM TRAINING

Apprentices attend classes of related technical instruction. This supplements the training given on the job and gives each apprentice a comprehensive understanding of the theoretical aspects of his work. A growing number of programs are college accredited and may lead to an Associate's Degree in Applied Science or Applied Technology.

ON-THE-JOB LEARNING

Each day on the job, apprentices learn under the supervision of a skilled worker who supervises and teaches them the arts and skills of the job. They also learn the use of the tools of their job, and later on in their training, when they have advanced far enough; they are allowed to use power-driven tools and machinery. In many occupations, the apprentices are required to furnish their own hand tools.

TRAINING PERIOD

Training is spelled out in apprenticeship standards developed by the apprenticeship program or sponsor with the assistance of the Arizona Department of Commerce, Apprenticeship Division. The processes of the occupation and the number of hours to be spent in learning each process are defined. The period of training varies from one to five years, depending on the occupation. The average is four years.

WAGES

Apprentices usually start at a percentage of the journeyman wage and receive increases at regular intervals. Starting wages average about 50% of the journeyman wages. Increases are usually given every six months if satisfactory progress is made.



QUALIFICATIONS

Apprenticeship provides the skills, technical knowledge and attitude that are needed to become a skilled worker. The particular skills and knowledge vary for each occupation. The skilled worker must plan, layout and organize work, as well as make, assemble, operate and maintain. This requires technical knowledge of mathematics and sciences that apply to the particular occupation. Pride in workmanship is an important factor for a successful worker and the apprentice must have a real interest in the occupation being learned and must desire to become a skilled worker.

The particular occupation for which a person is qualified will depend on the type of skills, the amount of technical knowledge required and the ability and interests of the person. No hard and fast rules can be laid down, but, in general, technical aptitude, average intelligence and a sincere interest in the occupation will provide for success in a skilled occupation.